

Dear MWMA Case Managers and Case Manager Supervisors:

The Division of Community Alternatives, Department for Medicaid Services, has arranged for two MWMA training sessions on October 6, 2016. The training is an entry level training for Case Managers, (CM) and Case Manager Supervisors (CMS). The sessions will cover basic navigation of MWMA, the dashboard and basic functions performed by CMs and CMSs. **This training is not for individuals who have attended other MWMA trainings.**

**Each provider agency is invited to register for the training and have a will have a limit of two guests per agency. The deadline for registration for all on the Waitlist from the June and July sessions is Tuesday September 21. After which the training will be open to all entry level CMs and CMSs until the seating capacity if full.**

Date	AM Session	PM Session
October 6	8:30am-11:30am	1:00pm-4pm

**REGISTRATION LINK FOR AM SESSION:** <https://www.eventbrite.com/e/mwma-case-manager-and-cm-supervisor-introduction-training-am-tickets-27543006875>

**REGISTRATION LINK FOR PM SESSION:** <http://mwmatrainingpmsessionoct.eventbrite.com>

The location for the training is **275 East Main Street, Frankfort, KY**. Everyone will use the **Main Visitor's Entrance and will be given directions to the training room**. Participants should park in the visitor white lined spaces or the end parking lot areas.

All **CASE MANAGERS/ SUPERVISORS** attendees are **required** to complete the following Web Based Training modules at the TRIS site prior to arrival: <http://tris.eku.edu/MWMA/training.aspx>. **AFTER REGISTERINING for the training you will be sent an email with profile and log on information from the TRIS MWMA training site within 2 business days. The estimated time to complete the modules is 3-4 hours.**

1. MWMA: Medicaid Waiver Management Application Overview
2. MWMA: Initiating an Application for Medicaid Waiver Services
3. MWMA: Determining Eligibility for Medicaid Waiver Services
4. MWMA: Enrolling an Individual in a Medicaid Waiver Program
5. MWMA: Transitioning Individuals into a Medicaid Waiver Management Application
6. MWMA: Performing Case Management in the Medicaid Waiver Management Application
7. MWMA: Performing an Assessment for Medicaid Waiver Services
8. MWMW: Performing a Reassessment for Medicaid Waiver Services
9. MWMA: Managing a Plan of Care

**If the attendees of the provider agency do not complete the above training (or have KOG access) by October 4, the provider agencies participation will be cancelled, and not permitted to attend.**

If you have questions regarding the training call the MWMA/Partner Portal contact center at **1-800-635-2570** (press "1", "6", "2" after the DMS welcome plays) or send email to [MedicaidPartnerPortal.info@ky.gov](mailto:MedicaidPartnerPortal.info@ky.gov).

Thank you for registering.

Sincerely,

Division of Community Alternatives, Department for Medicaid Services